

MAJOR BUILDING WORKS

SCHEDULES

HOLD POINTS

WITNESS POINTS

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SCHEDULES

HOLD POINTS

WITNESS POINTS

PROJECT INFORMATION

Project Number:

RFT Number:

Project title:

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.....
.....

Superintendent:

Name:

Phone number:

Contact person (Project Manager/Officer)

Name:

Phone number:

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1. HOLD POINTS AND WITNESS POINTS SCHEDULES

1.1 SCHEDULE 1 – HOLD POINTS

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
General Requirements – Contractor’s submissions – As-constructed drawings				
General Requirements – Volatile substances management – Provide details				
General Requirements – Camp site/compound/workshop – Provide written approval				
General Requirements – Safety – Work health and safety management plan – Provide WHS management plan				
General Requirements – Materials and components – Project modifications – Advise Superintendent				
Demolition – Materials and components – Hazardous materials – Advise Superintendent				
Groundworks – Rock or bad ground – Advise Superintendent				
Groundworks – Existing services – Excavation – Approval for excavation within 1m of underground services				
Groundworks – Excavation – Explosives – Approval to use explosives				
Termite Control – Reticulation system – Acceptance of system design plan				
Concrete – Contractor's submissions – Information on saw joints				
Concrete – Embedded items – Placing and fixing – Approval to cut				
Concrete- Concrete – Ready mixed supply – Submission of slump and mix details				
Concrete – Concrete – Hot weather placing – Maximum ambient temperature				
Concrete – Joints – Construction Joints – Approval of construction joints not shown on drawings				
Structural Steel – Contractor's submissions – Shop drawings				
Structural Steel – Construction generally – Availability of lengths/sections – Acceptance of splices and joints information				
Structural Steel – Construction generally – Temporary connections (cleats) – Acceptance of information				
Structural Steel – Construction generally – Enlargement of bolt holes – Approval				
Structural Steel – Welding – Approval of the Weld Procedure Specifications – Provide weld procedure specifications				
Structural Steel – Bolting – Anchor bolts – Submit details				
Light Steel Framing – Roof trusses – Submission of shop drawings				

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Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Masonry – Samples – Masonry unit samples				
Masonry – Samples – Face-work sample panels				
Masonry – Materials and components – Mortar additives – Acceptance of proposed additives				
Masonry – Materials and components – Coloured mortar – Acceptance of proposed coloured mortar				
Masonry – Materials and components – Premixed mortar – Acceptance of premixed mortar				
Masonry – Materials and components – Mortar damp proof course – Approval for use of premix				
Masonry – Construction generally – Cleaning – Acceptance of proposed cleaning system and submission of Safety Data Sheets for proposed chemicals				
Masonry – Reinforced masonry – Cleaning core holes – Inspection and approval of cleaning out of cores				
Woodwork – Roof trusses – Shop drawings <ul style="list-style-type: none"> • Submission • Certification 				
Insulation, Sarking & Pliable Membranes – Inspection – Notice <ul style="list-style-type: none"> • Inspection after 2 runs of lapped foil installation • Inspection before covered up 				
Windows – Contractor's submissions – Shop drawings				
Glazing – Contractor's submissions – Shop drawings				
Glazing – Glazing – Installation – Submit proposals for site glazing				
Suspended Ceilings – Construction generally – Ceiling grid – Approval of set out				
Painting – Materials and components – Paint manufacturer – APAS specification				
Painting – Materials and components – Delivery – Submit invoices and delivery dockets				
Painting – Painting – Inspection Test Plans (ITP's) – Submit ITPs				
Painting – Painting – Spraying – Approval for spray painting				
Stormwater – Tests – Notice – Hydrostatic tests				
Stormwater – Tests – Hydrostatic tests – To AS/NZS 3500.3				
Stormwater – Contractor's submissions – Work-as-executed drawings				
Stormwater – Subsoil drains – Laying and backfilling – Approval of pipe installation				
Sanitary Services – Tests – Notice – Hydrostatic Tests				

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Sanitary Services – Tests – Hydrostatic tests to AS/NZS 3500.2				
Sanitary Services – Contractor’s submissions – Work-as-executed drawings				
Sanitary Services – Sanitary plumbing – Building penetrations <ul style="list-style-type: none"> • Approval to penetrate structural members and elements or membrane elements • Approval of locations of sleeves and core holes 				
Sanitary Services – Access chambers – Construction – Approval for the use of precast chambers				
Sanitary Services – Access chambers – Testing of access chambers <ul style="list-style-type: none"> • Test with Superintendent present • Submit test results to Superintendent 				
Sanitary Services – Access chambers – Testing of access chambers/pipeline connection <ul style="list-style-type: none"> • Test with Superintendent present • Submit test results to Superintendent 				
Water – Tests – Notice – Hydrostatic tests				
Water – Tests – Hydrostatic tests to AS/NZS 3500.1 and AS/NZS 3500.4				
Water – Contractor’s submissions – Work-as-executed drawings				
Water – Pipework installation – Building penetrations <ul style="list-style-type: none"> • Approval to penetrate structural members and elements or membrane elements • Approval of locations of sleeves and core holes 				
LP Gas – Tests – Pressure tests – Submission of test results				
LP Gas – Contractor’s submissions – NT WorkSafe notification – Submission to NT WorkSafe				
LP Gas – Contractor’s submissions – Work-as-executed drawings				
LP Gas – Contractor’s submissions – Certificates of compliance – Certificates of compliance provided				
LP Gas – Installation – Building penetrations <ul style="list-style-type: none"> • Approval to penetrate structural members and elements or membrane elements • Approval of locations of sleeves and core holes 				
LP Gas – Compliance plate – Compliance plate installed				
General Electrical Requirements – Quality – Written approval for manufacture of switchboards and confirmation of orders for luminaires				
General Electrical Requirements – Contractor’s submissions – As-constructed drawings				
General Electrical Requirements – Contractor’s submissions – Authority approvals – Shop drawings – Submission to PowerWater				

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Wiring & Accessories – Movement detector switching – Movement detectors – Movement detector locations approved				
Photovoltaic – Contractor’s submissions – Shop drawings				
Photovoltaic – Contractor’s submissions – Certification – Section 40 required				
Photovoltaic – Completion – Operation and maintenance manuals				
Photovoltaic – Completion – Work-as-executed drawings				
UPS – Contractor’s submissions – Shop drawings				
Generators – Contractor’s submissions – As-constructed drawings				
Generators – Completion – On-site commissioning – Notice for commissioning to be witnessed				
Switchboards – Contractor’s submissions – Product data for proprietary assemblies				
Switchboards – Contractor’s submissions – Shop drawings for custom-built assemblies				
Switchboards – Contractor’s submissions – Protection grading study				
Switchboards – Contractor’s submissions – Authority approvals – Shop drawings submitted to PowerWater				
Switchboards – Custom built switchboards – Approved manufacturers – Switchboard manufacturer details for approval				
Luminaires – Contractor’s submissions – Shop drawings				
Communications – Inspection – Notice – As-built drawings				
Communications – Execution – Firestop – Submit certification				
Communications – Completion – As-built drawings				
Fire detection – Contractor’s submissions <ul style="list-style-type: none"> • Installers statement • System commissioning statement • Sound pressure level measurements • As-installed drawings 				
Lightning and Surge Protection – Lightning protection – Contractor’s submissions – Shop drawings				
Electronic Security and Access Control – Shop drawings				
Electronic Security and Access Control – Completion – Commissioning – Commissioning test plan, commissioning history report				
General Mechanical Requirements – Preliminary details – Preliminary documents for review				
General Mechanical Requirements – Contractor’s submissions – Authority approvals – Submit notes of meetings with authorities				

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
General Mechanical Requirements – Contractor’s submissions – Building penetrations – Details structural, fire, and other properties				
General Mechanical Requirements – Contractor’s submissions – Certification				
General Mechanical Requirements – Contractor’s submissions – Design documentation				
General Mechanical Requirements – Contractor’s submissions – Contract drawings				
General Mechanical Requirements – Contractor’s submissions – Maximum demand calculations – Electrical, natural gas potable water, and waste water				
General Mechanical Requirements – Contractor’s submissions – Structural loadings				
General Mechanical Requirements – Contractor’s submissions – Execution details – Embedded services, fixing of services and inaccessible services				
General Mechanical Requirements – Contractor’s submissions – Marking and labelling – Submit samples and schedules				
General Mechanical Requirements – Contractor’s submissions – Operations and maintenance manuals				
General Mechanical Requirements – Contractor’s submissions – Maintenance log book				
General Mechanical Requirements – Contractor’s submissions – Prototypes				
General Mechanical Requirements – Contractor’s submissions – Records – As-built, photographs, system diagrams, schedules, and log books				
General Mechanical Requirements – Contractor’s submissions – Samples				
General Mechanical Requirements – Contractor’s submissions – Tests – inspection and testing plan, certificates, fire hazard properties, and test reports				
General Mechanical Requirements – Shop drawings – Approval				
General Mechanical Requirements – Shop drawings – Variations to shop drawings – Submission and approval to use				
General Mechanical Requirements – Shop drawings – Functional descriptions approval				
General Mechanical Requirements – Shop drawings – Preliminary submission				
General Mechanical Requirements – Shop drawings – Detailed submission				
General Mechanical Requirements – Shop drawings – As-installed documentation				
General Mechanical Requirements – Products – Substitutions – Alternative product documentation				
General Mechanical Requirements – Warranties				

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Mechanical Systems – Contractor’s submissions – Electrical loading information for mechanical services – Electrical loading information before completion				
Mechanical Systems – Contractor’s submissions – Mechanical services contract drawings				
Ductwork – Contractor’s submissions – Certification				
Ductwork – Contractor’s submissions – Samples				
Ductwork – Leakage tests – Reports				
Ductwork Insulation – Contractor’s submissions – Samples				
Air Grilles – Installation of air grilles – Alternative plenum and cushion head boxes <ul style="list-style-type: none"> • Provide shop drawings for approval • Provide warranties 				
Mechanical Pipework – Design – Documentation				
Mechanical Pipework Insulation – Contractor’s submissions – Samples				
Water Treatment – Completion – Tests before building occupation				
BMS – Contractor’s submissions – Listings – Submit hardware and populates graphics				
BMS – Contractor’s submissions – Samples				
BMS – Contractor’s submissions – Drawings				
BMS – Contractor’s submissions – Inspection Test Plans (ITPs)				
BMS – Contractor’s submissions –Manuals				
BMS – Contractor’s submissions – Prototypes				
BMS – Execution – Pre-completion tests				
BMS – Execution – Completion – Provide training				
Mechanical Commissioning – Fire and life safety training				
Mechanical Commissioning – meeting – Document and submit handover meetings				
Mechanical Commissioning – Handover training				
Mechanical Commissioning – Final completion documentation – Provide final approved hard copy originals				
Mechanical Maintenance – Products – Product selection – Submit products to be substituted				
Mechanical Maintenance Handover training				
Mechanical Maintenance – Handover meeting – Document and submit handover minutes				
Mechanical Maintenance – Final completion documentation – Provide final approved hard copy originals				

Schedule 1 – Hold Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Civil Works – General – Inspection Test Plan (ITP) – Submit ITPs				
Civil Works – Earthworks – Excess material – Inform Superintendent				
Civil Works – Earthworks – Rock in subgrade – Inform Superintendent				
Civil Works – Earthworks – Unsuitable material below subgrade surface other than rock – Inform Superintendent				
Civil Works – Earthworks – Unsuitable material beneath fill – Superintendent directions before works commence				
Civil Works – Earthworks – Proof rolling – Submit a proof rolling procedure				
Civil Works – Earthworks – Conformance testing – Ordering procedures				
Civil Works – Pavements and shoulders – Process control testing – Submit program and procedure				
Civil Works – Pavements and shoulders – Proof rolling – Notice				
Civil Works – Pavements and shoulders – Conformance testing of pavements and shoulders – Superintendent’s approval for pavement conformance prior to any surfacing work				
Civil Works – Spray Sealing – Spray rates – Spray rates required				
Civil Works – Spray Sealing – Application of aggregate – Approval of aggregate loader				
Civil Works – Dense graded asphalt – Design mix requirements <ul style="list-style-type: none"> • Approval of registered mix design • New mix design procedure 				
Civil Works – Conformance testing – Inspection Test Plans (ITPs) – Submission required for procedures and test plans				
Civil Works – Pavement marking – Workmanship – Remove defective markings				
Civil Works – Road furniture and traffic control devices – Certification of guide posts				
Civil Works – Road furniture and traffic control devices – Guide post characteristics – Sample required from each batch				
Civil Works – Road furniture and traffic control devices – Road signs – Approval of anti-graffiti film or coating				
Fabric shade structures – Contractor’s submissions – Design drawings				
Fabric shade structures – Building certification – Section 40				
Fabric shade structures – As-constructed drawings				
Landscape – Contractor’s submissions – Samples				
Landscape – Topsoil – imported topsoil – Approval of supplier				
Landscape – Excavation and planting – Setting out of holes – Approval of set out				

Schedule 1 – Hold Points				
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Landscape – Mulching – Mulch – Approval of supplier				
Irrigation – Contractor’s submissions – Design drawings				
Irrigation – Tests – Hydrostatic tests				
Irrigation – Excavation and installation – Backfilling trenches – Inspection				
Irrigation – Completion – Work as-executed drawings				
Irrigation – Shop drawings				
Irrigation – Control cabling – Inspection before backfilling trenches				
Irrigation – Tests – Hydrostatic tests – Approval of results				
Irrigation – Contractor’s submissions – Design plans – Submission for approval				

1.2 SCHEDULE 2 – WITNESS POINTS

Schedule 2 – Witness Points				
CLAUSE TITLE	SECTION	PAGE NO	INITIALS	DATE
General Requirements – Contractor’s submissions – As-constructed drawings – PDF and CAD drawings				
General Requirements – Contractor’s submissions – Amended drawings – Procedure for recording and submitting amended drawings				
General Requirements – Contractor’s submissions – Warranties				
General Requirements – Contractor’s submissions – Authority approvals – Submit documents				
General Requirements – Contractor’s submissions – Inspection Test Plans (ITPs)				
General Requirements – Contractor’s submissions – Testing and commissioning reports – Submit reports				
General Requirements – Safety – Safety officer – Appointment and details				
Demolition – Inspections – Notice required <ul style="list-style-type: none"> • Commencement • Adjoining structures • Underground structures • Trees to be retained • Excavations remaining after removal of underground work • Structures after removal of roof sheeting or wall cladding • Services after diversion or re-connection • Site after removal of demolished materials • Completion of demolition 				
Groundworks – Inspections – Notice required <ul style="list-style-type: none"> • Enclosures to trees to be retained • Excavation completed to contract levels or founding material • Services laid in trenches and ready for backfilling 				
Groundworks – Excavation – Explosives – Licences and certificates				
Groundworks – Proof rolling – Notice required				
Ground works – density tests – Compaction test results – Test certificates				
Termite control – Inspections – Notice required <ul style="list-style-type: none"> • Chemical spraying of under slab areas • Stainless steel mesh barriers installed, before concrete is poured • Chemical reticulation system installed ready for testing 				
Termite control – completion – Durable notice required				
Concrete – Inspections – Notice required <ul style="list-style-type: none"> • Base or subgrade before covering • Membrane or film underlay installed on the base or subgrade • Termite barrier and film underlay installed on the base 				

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Schedule 2 – Witness Points				
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<ul style="list-style-type: none"> Completed formwork, and reinforcement, cores and embedments fixed in place Commencement of concrete placing Before core filling masonry Evaluation of the off-form finishes Evaluation of surface finish 				
Structural steel – Inspections- Notice required <ul style="list-style-type: none"> Commencement of shop fabrication Completion of fabrication before surface preparation Surface preparation prior to painting Completion of protective coating before delivery to site Reinforcement and formwork in place before any encasement Steelwork and column bases erected on site, before grouting, encasing, site painting or cladding Completed grouting, encasement, fire protection, or site painting 				
Structural steel – Contractor’s submissions – Compliance – Evidence of steel				
Structural steel – Welding – Certification of welders and welding supervisors				
Structural steel – Welding – Preparation – Weld procedure				
Light Steel Framing – Framing inspection – Notice required				
Masonry – Inspection – Notice required <ul style="list-style-type: none"> Damp-proof courses Flashings, downpipes and other work to be concealed Bottoms of cavities after cleaning out Lintels in position Structural elements being built in Bottoms of core holes before grouting Core filling Control joints ready for insertion of joint filler 				
Masonry – Reinforced masonry – Clean out blocks – Notification required				
Woodwork – Inspection – Notice – Inspection of structural woodwork before covering up				
Woodwork – Contractor’s submissions – Roof truss certification				
Woodwork – Contractor’s submissions – Roof truss moisture content				
Roofing – Inspection – Notice <ul style="list-style-type: none"> Substrate Roof supports Sarking, vapour barriers, pliable membranes Insulation 				

Schedule 2 – Witness Points				
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<ul style="list-style-type: none"> Roof plumbing – gutters, rainwater heads, sumps, overflow relief systems, downpipes, inspection/maintenance openings etc. 				
Cladding – Inspection – Notice of framing with sarking and flashings before fixing cladding				
Cladding – Aluminium composite panels <ul style="list-style-type: none"> Fire engineer report Test certificates and group number Supply certificates 				
Windows – Inspection – Notice <ul style="list-style-type: none"> Fabricated window assemblies at the factory ready for delivery to the site Openings prepared to receive windows Fabricated window assemblies delivered to the site, before installation Commencement of window installation 				
Windows – Contractor’s submissions – Subcontractors – Names and contract details				
Windows – Contractor’s submissions – operation and maintenance manual				
Windows – Contractor’s submissions – Warranties				
Windows – Materials and components – Ceramic-coated spandrel glass – Fall out resistance test to ASTM C1048				
Windows – Materials and components – Opacified glass – Report required				
Windows – Construction generally – Certification – Compliance with AS 2047				
Glazing – Materials and components – Noise reducing glazed assemblies – Identification and Rw rating				
Glazing – Glazing – Installation – Temporary marking				
Doors – Inspection – Notice – Door frames in place before building in				
Doors – Contractor’s submissions – Tests – Type test results and certificates				
Hardware – Contractor’s submissions – Manufacturer’s data				
Suspended ceilings – Inspection – Notice <ul style="list-style-type: none"> Suspension system, before ceiling installed Completion 				
Suspended ceilings – Contractor’s submissions – Fire hazard properties – Group number				
Suspended ceilings – Contractor’s submissions – Warranties				
Partitions – Inspection – Notice <ul style="list-style-type: none"> Set out 				

Schedule 2 – Witness Points				
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<ul style="list-style-type: none"> • Completion 				
Partitions – Contractor’s submissions – Samples <ul style="list-style-type: none"> • Panel and door finish • Hardware 				
Partitions – Contractor’s submissions – Warranties				
Lining – Inspection – Notice <ul style="list-style-type: none"> • Substrate or framing, before installation • Finished installation 				
Lining – Contractor’s submissions – Fire hazard properties – Group number				
Lining – Contractor’s submissions – Warranties				
Lining – Materials and components – Tongue and groove boards – Certified timbers				
Rendering and Plastering – Inspections – Notice <ul style="list-style-type: none"> • Prior to commencement of plastering • On completion 				
Rendering and Plastering – Contractor’s submissions – Samples <ul style="list-style-type: none"> • Plaster systems • Beads and embedded items 				
Metal Work – Inspection – Notice <ul style="list-style-type: none"> • Shop fabricated or assembled items, before delivery to site • Commencement of shop or site welding • Site erected assemblies on completion of erection, before covering up by cladding and/or encasing • Steel surfaces prepared for, and immediately before, site applied finishes 				
Metal Work – Contractor’s submissions – Operation and maintenance manuals				
Metal Work – Contractor’s submissions – Manufacturer’s data				
Metal Work – Contractor’s submissions –Shop drawings				
Metal Work – Contractor’s submissions – Subcontractors – Names and contact details				
Metal Work – Contractor’s submissions – Execution details – Proposed welding procedures				
Fixed furniture – Inspection – Notice <ul style="list-style-type: none"> • Items fabricated off site, before delivery • Openings prepared to receive assemblies • Site erected assemblies on completion of erection, before covering up by cladding and/or encasing • Surfaces prepared for, and immediately before, site applied finishes 				

Schedule 2 – Witness Points				
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<ul style="list-style-type: none"> Completion of installation 				
Fixed furniture – Contractor’s submissions – Warranties				
Fixed furniture – Contractor’s submissions – Operations and maintenance manuals				
Fixed furniture – Contractor’s submissions – Shop drawings				
Fixed furniture – Contractor’s submissions – Subcontractors – Names and contact details				
Tiling – Inspection – Notice <ul style="list-style-type: none"> Completion of waterproof membrane Substrate before tiling Initial or trial set out Control joints before sealing and grouting Grout and sealant colours before application 				
Tiling – Contractor’s submissions – Waterproofing membranes – Submit a report on the application				
Tiling – Contractor’s submissions – Samples <ul style="list-style-type: none"> Tiles Fittings Accessories Trims Grout Sealants 				
Tiling – Substrate – Moisture content – Test to AS/NZS 2455.1 Appendix B				
Resilient finishes – Inspection – Notice <ul style="list-style-type: none"> Substrate before fixing resilient finishes or underlay Completed underlay Finished surface before applying sealers or polishes Completed installation 				
Resilient finishes – Contractor’s submissions – Fire hazard properties – Critical radiant flux				
Resilient finishes – Contractor’s submissions – Manufacturer’s data				
Resilient finishes – Contractor’s submissions – Warranties				
Resilient finishes – Substrate – Moisture content – Test substrate to AS 1884				
Carpets – Inspection – Notice <ul style="list-style-type: none"> Substrate before fixing resilient finishes or underlay Fixings, edge strips, underlay, before laying carpet Completed carpet after cleaning and before covering for protection 				
Carpets – Contractor’s submissions – Fire hazard properties				

Schedule 2 – Witness Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Carpets – Contractor’s submissions – Samples				
Carpets – Contractor’s submissions – Manufacturer’s data				
Carpets – Contractor’s submissions – Warranties				
Carpets – Contractor’s submissions – Shop drawings				
Carpets – Substrate – Moisture content – Test substrate to AS/NZS 2455.1				
Painting – Inspection – Notice <ul style="list-style-type: none"> • Substrate immediately prior to commencement of painting • Prior to application of final coat 				
Painting – Contractor’s submissions – Specialist applicators – Names and contact details				
Painting – Contractor’s submissions – Warranties				
Painting – Materials and components – Low VOC paints – Provide manufacturer’s specifications				
Stormwater – Inspection – Notice <ul style="list-style-type: none"> • Excavated surfaces • Concealed or underground services before concealing or backfilling • Placing of in situ concrete • Upon completion 				
Stormwater – Subsoil drains – End walls – Clean out complete				
Sanitary services – Inspection – Notice <ul style="list-style-type: none"> • Excavated surfaces • Concealed or underground services before concealing or backfilling • Testing of access chambers • Testing of access chambers/pipeline connection 				
Water – Inspection – Notice <ul style="list-style-type: none"> • Excavated surfaces • Concealed or underground services before concealing or backfilling 				
LP Gas – Inspection – Notice <ul style="list-style-type: none"> • Before testing • Before pipes are buried, concealed or built in 				
LP Gas – Contractor’s submissions – Operating instructions for each appliance				
General Electrical Requirements – Inspections – Notice <ul style="list-style-type: none"> • Conduits prior to backfilling • Conduits and wiring prior to covering • Required site tests 				
General Electrical Requirements – Contractor’s submissions – Shop drawings				

Schedule 2 – Witness Points				
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General Electrical Requirements – Contractor’s submissions – Product data				
General Electrical Requirements – Contractor’s submissions – Samples				
General Electrical Requirements – Contractor’s submissions – Quality assurance documentation				
General Electrical Requirements – Contractor’s submissions – Plant and equipment – List of installers				
General Electrical Requirements – Operation and maintenance manuals				
Wiring and Accessories – Contractor’s submissions – Shop drawings				
Wiring and Accessories – Contractor’s submissions – Cable sizing calculations				
Wiring and Accessories – Contractor’s submissions – Protection grading study				
Wiring and Accessories – Power cables – Support of fire resisting cables – Provide test certificates				
Wiring and Accessories – Cable pits – Proprietary cable pits – Structural certification				
Wiring and Accessories – Movement detector switching – Movement detectors – Final sensitivity tests				
Photovoltaic – Contractor’s submissions – Rebate application – Submit documentation				
Photovoltaic – Contractor’s submissions – Technical data				
Photovoltaic – Contractor’s submissions – Tests				
Photovoltaic – Completion – Warranties				
UPS – Contractor’s submissions – Design documentation – Calculations				
UPS – Contractor’s submissions – Operation and maintenance manuals				
UPS – Contractor’s submissions – Tests				
UPS – Maintenance – Maintenance period – Routine testing and routine maintenance and servicing training				
Generators – Contractor’s submissions – Operations and maintenance manuals				
Generators – Contractor’s submissions – Products and materials – Technical data				
Generators – Contractor’s submissions – Products and materials – Technical data				
Generators – Contractor’s submissions – Shop drawings				
Generators – Inspection – Notice – Inspection and load testing before delivery				
Generators – Completion – Pre commissioning tests – Notice for commissioning to be witnessed				

Schedule 2 – Witness Points				
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Generators – Completion – Temporary test loads				
Generators – Completion – Reports				
Generators – Maintenance – Maintenance period – Provide testing, maintenance and servicing training				
Liquid fuels – Fuel transfer and fuel polishing equipment – Operation and maintenance manuals				
Liquid fuels – Fuel transfer and fuel polishing equipment – Manufacturer’s test certificates				
Liquid fuels – Fuel transfer and fuel polishing equipment – Warranties				
Switchboards – Inspection – Notice <ul style="list-style-type: none"> • Assembly installed and connected, prior to site tests • Commissioned and complete 				
Switchboards – Contractor’s submissions – Manufacturers data				
Switchboards – Contractor’s submissions – Calculations – Certified calculations verifying design characteristics				
Switchboards – Contractor’s submissions – Type test data				
Luminaires – Contractor’s submissions – Operation and maintenance manuals				
Luminaires – Contractor’s submissions – Products and materials – Technical data and photometric test results				
Luminaires – Contractor’s submissions – Samples				
Luminaires – Reuse of luminaires – Modifications and refurbishing – Provide test results				
Communications – Inspections – Notice <ul style="list-style-type: none"> • First fix • Testing stage • Before practical completion 				
Communications – Contractor’s submissions – Certification				
Communications – Contractor’s submissions – Technical data				
Communications – Contractor’s submissions – Samples				
Communications – Contractor’s submissions – Shop drawings				
Communications – Distributors – Cross connect patch panels – Vendor certification and warranty period				
Communications – Distributors – Optical fibre termination panels – Vendor certification and warranty period				
Communications – Completion – Operation and maintenance manuals				
Communications – Warranty				
Master Antenna TV – Inspection – Notice – Installation and testing stage				

Schedule 2 – Witness Points				
CLAUSE TITLE	SECTION	PAGE No	INITIALS	DATE
Master Antenna TV – Contractor’s submissions – Certification				
Master Antenna TV – Contractor’s submissions – Documentation to AS/NZS 1367				
Master Antenna TV – Contractor’s submissions – Technical data				
Master Antenna TV – Contractor’s submissions – Product data				
Master Antenna TV – Contractor’s submissions – Record drawings				
Master Antenna TV – Contractor’s submissions – Correspondence with network operators – Correspondence and service agreements				
Master Antenna TV – Contractor’s submissions – Samples				
Master Antenna TV – Contractor’s submissions – Shop drawings				
Master Antenna TV – Commissioning – Testing – System testing results				
Fire Detection – Commissioning – Commissioning program prior to testing				
Fire Detection – Commissioning – Acceptance testing – Written acceptance test procedure				
Lightning and Surge Protection – Lightning protection contractor submissions – Operation and maintenance manuals				
Lightning and Surge Protection – Lightning protection contractor submissions – Records – To AS/NZS 1768				
Lightning and Surge Protection – Lightning protection contractor submissions – Subcontractors – Names and details				
Electronic Security and Access Control – Contractor’s submissions – Cabler(s) registration details				
General Mechanical Requirements – Inspections – Notice – Written notice of tests				
General Mechanical Requirements – Contractor’s submissions – Sequences of operation – Submit changes to the operating procedure				
General Mechanical Requirements – Contractor’s submissions – Products				
General Mechanical Requirements – Installation – Shop drawings				
General Mechanical Requirements – Testing – Test reports				
General Mechanical Requirements – Testing – Notice for inspection of commissioning				
General Mechanical Requirements – Testing – Certification				
General Mechanical Requirements – Testing – Manufacturer’s certificates for each factory test				
General Mechanical Requirements – Testing – Calibration certificates – To AS/NZS ISO 10012 by NATA testing facility				
General Mechanical Requirements – Commissioning – Air balancing tests – Notice to attend				

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General Mechanical Requirements – Commissioning – Water balancing tests – Notice to attend				
General Mechanical Requirements – Commissioning – Noise testing tests – Notice to attend				
General Mechanical Requirements – Commissioning – Vibration testing tests – Notice to attend				
General Mechanical Requirements – Commissioning – Acceptance tests – Notice to attend				
General Mechanical Requirements – Commissioning – Final tests – Notice to attend				
Mechanical Systems – Contractor’s submissions –Calculations				
Mechanical Systems – Contractor’s submissions – Electrical loading information for mechanical services <ul style="list-style-type: none"> • Loading and connection • Starting characteristics • Switchboard information 				
Mechanical Systems – Contractor’s submissions – Technical data				
Mechanical Systems – Contractor’s submissions – Control function descriptions – Submit descriptions of control sequences				
Mechanical Systems – Inspections – Notice <ul style="list-style-type: none"> • Off-site duct construction methodology • First install trade component fixing concealed services • First install trade based components fixing exposed services • Piping pressure tests • Switchboard thermal imaging • Fire and life safety operating sequence 				
Chillers Combined – Contractor’s submissions – Certification – Manufacturer’s certification to AS/NZS 4776.1.2				
Chillers Combined – Contractor’s submissions – Tests				
Chillers Combined – Product data				
Chillers Combined – Commissioning – Commission under the supervision of the equipment manufacturer’s representative				
Cooling Towers – Contractor’s submissions –Technical data				
Cooling Towers – Completion tests – Type tests/production tests				
Ductwork – Inspections – Notice – Leakage testing				
Ductwork – Contractor’s submissions – Calculations				
Ductwork – Contractor’s submissions – Construction standards – Duct construction methodologies`				
Ductwork – Contractor’s submissions – Execution details				

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<ul style="list-style-type: none"> • Access panel details • Mechanical fire dampers proposed installation details • Proposed sealing methods and materials 				
Ductwork – Contractor’s submissions – Fire hazard properties – Evidence of conformance				
Ductwork – Contractor’s submissions – Tests <ul style="list-style-type: none"> • Assembly to AS 4254.2 • Sealants to AS/NZS 1530.3 • Tapes to ASTM E2342/E2342M 				
Ductwork Insulation – Contractor’s submissions – Calculations – Insulation values and vapour barrier statements				
Ductwork Insulation – Contractor’s submissions – Exposed cold surfaces – Condensation tray statements				
Ductwork Insulation – Contractor’s submissions – Acoustic performance – In duct and break out radiated noise performance				
Ductwork Insulation – Contractor’s submissions – Fire hazard properties – Evidence of conformance				
Ductwork Insulation – Contractor’s submissions – Products and materials – Conformance to AS/NZS 4859.1				
Air Grilles – Contractor’s submissions – Products and materials – Acoustic performance test results				
Air Grilles – Contractor’s submissions – samples				
Mechanical Pipework – Contractor’s submissions – Products and materials <ul style="list-style-type: none"> • Valves and pipeline components – Specifications • Calibrated balancing valves – Calibration charts and test reports • Automatic/dynamic system balancing valves – Manufacturer’s reports 				
Mechanical Pipework – Installation – General – Submit structural point loads				
Mechanical Pipework – Testing – Hydrostatic testing <ul style="list-style-type: none"> • Notice for testing to be witnessed • Submit test results 				
Mechanical Pipework Insulation – Contractor’s submissions – Calculations – Insulation values and vapour barrier statements				
Mechanical Pipework Insulation – Contractor’s submissions – Exposed cold surfaces – Condensation tray statements –				
Mechanical Pipework Insulation – Contractor’s submissions – Acoustic performance – In duct and break out radiated noise performance				
Mechanical Pipework Insulation – Contractor’s submissions – Fire hazard properties – Evidence of conformance				

Schedule 2 – Witness Points				
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Mechanical Pipework Insulation – Contractor’s submissions – Products and materials – Conformance to AS/NZS 4859.1				
Water Treatment – Inspection – Contents of strainer baskets after initial chemical cleaning and flushing				
Water Treatment – Contractor’s submissions – Execution details – <ul style="list-style-type: none"> • Cathodic protection systems • Microbial testing authority • Water treatment systems 				
BMS – Contractor’s submissions – Documentation				
BMS – Contractor’s submissions – Products and materials – Product data				
BMS – Contractor’s submissions – Subcontractors qualifications – Installers qualifications				
BMS – Contractor’s submissions – Technical data				
BMS – Contractor’s submissions – System hardware – Manufacturer’s literature and samples of hardware devices				
BMS – Contractor’s submissions – System software – Programming, software, operating protocols and passwords				
Mechanical Commissioning – Inspections – Notice for first official start-up and commissioning of the installation				
Mechanical Commissioning – Contractor’s submissions – Certification <ul style="list-style-type: none"> • Instrumentation calibration certificates • Conformance to contract documents • Statutory requirements • Compliance certification reports 				
Mechanical Commissioning – Contractor’s submissions – Completion program <ul style="list-style-type: none"> • Completion, commissioning, testing, and instruction • Program revisions 				
Mechanical Commissioning – Contractor’s submissions – Records – Report demonstrating that equipment has been properly installed and is functioning correctly				
Mechanical Commissioning – Commissioning – Reports – Observations and results of tests and compliance or non-compliance with requirements				
Mechanical Maintenance – Inspection – Notice				
Mechanical Maintenance – Contractor’s submissions – Records – Periodic maintenance and performance report				
Mechanical Maintenance – Contractor’s submissions – Statutory certification – inspect and submit inspection reports				
Mechanical Maintenance – Contractor’s submissions – Statutory reporting – Submit statutory reports to AS 1851				

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Mechanical Maintenance – Periodic maintenance – Replacement materials and consumables – Substitution details				
Paving – Inspection – Notice <ul style="list-style-type: none"> Completed base preparation ready for paving Completion of trial set-out for unit paving Completed unit paving Commencement of surface preparation ready for asphalt Commencement of asphalt surfacing Completion of asphalt surfacing 				
Paving – Spray sealed surfacing works – Notice required 48 hrs bitumen				
Paving – Dense graded asphalt – Spreading – Notice required 24 hrs				
Civil Works – Earthworks – Proof rolling – Notice required 24 hrs				
Civil Works – Spray sealing – Spraying – Notice required 48 hrs				
Civil Works – Dense graded asphalt – Surface preparation – Notice required 24 hrs				
Civil Works – Dense graded asphalt – Spreading <ul style="list-style-type: none"> Notice required 24 hrs Construction program 				
Civil Works – Dense graded asphalt – Compaction – Temperature limits				
Civil Works – Conformance testing – Notice of testing – Provide written order of testing				
Civil Works – Pavement marking – Road marking paint – Submit a Certificate of Compliance				
Civil Works – Pavement marking – Application <ul style="list-style-type: none"> Equipment approval required Evidence of equipment calibration to NTTM 405.1 				
Fabric Shade Structures – Contractor’s submissions – Samples – Samples of fabric and technical data				
Fabric Shade Structures – Inspections – Notice <ul style="list-style-type: none"> Steel work cleaned ready for application of coating Footing holes before steel structure is placed in the holes Before concrete footings are poured 				
Fabric Shade Structures – Maintenance manual – Hard copy and electric				
Fencing – inspections – Notice <ul style="list-style-type: none"> Boundary survey location Set out before construction Foundation conditions before placing of concrete 				
Landscape – Inspections – Notice				

Schedule 2 – Witness Points				
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<ul style="list-style-type: none"> • Subgrades cultivated or prepared for placing topsoil • Grassing bed prepared prior to turfing, seeding, or temporary grassing • Set out of planting holes prior to excavation • Plant holes excavated and prepared for planting • Grassing or turfing completed • Planting, staking, and tying completed • Completion of planting establishment work 				
Landscape – Contractor’s submissions – Suppliers data <ul style="list-style-type: none"> • Certificates identifying seed species and germination viability • Material source of supply • Recommendations for planting and maintenance of plants 				
Landscape – Contractor’s submissions – warranties				
Landscape – Topsoil – Imported topsoil – 5 kg sample required				
Landscape – Mulching – Mulch – 5 kg sample required				
Irrigation – Inspection – Notice <ul style="list-style-type: none"> • Excavated surfaces ready for installation • Installation ready for testing • Concealed or underground services ready for backfill 				
Irrigation – Contractor’s submissions – Manufacturer’s data				